

Informational Update on Magazine Style Practices

Dear Team,

We are excited to share some important updates regarding the style practices we will be implementing in our magazine. As part of our commitment to maintaining high editorial standards, we have reviewed our current guidelines and made some enhancements.

Key Updates:

- **Font Selection:** All articles will now use *Times New Roman*, size 12 for body text to ensure readability.
- **Image Credit Policy:** All images used must include credits. Our new guideline is to place the credit at the end of the article.
- **Subheadings:** We encourage the use of subheadings in longer articles to improve flow and clarity.
- **Editorial Tone:** We will be adopting a more conversational tone to engage our readers effectively.

Please familiarize yourself with these updates, as they will be implemented in our upcoming issue. We believe these changes will enhance the quality and appeal of our magazine.

Thank you for your continued dedication and support.

Sincerely,
Your Editorial Team